

CONFIDENTIAL

Executive Registry

77-2592/1

*Cabinet Pending
White House.*

3 November 1977

MEMORANDUM FOR: See Distribution

SUBJECT : Supporting the Director in Meetings
with White House Staff and Cabinet OfficersREFERENCE : ES 77-6 dtd 3 May 77; Subj: Servicing DCI
Requirements and Your Needs

25X1

1. ☐ According to the Director's projected calendar for the week of 7 November, he is tentatively scheduled to meet with the following senior officials:

Tuesday, 8 November

1130 President Carter
1200 Dr. Brzezinski

25X1

2. ☐ Our records indicate that the Director has requested additional information from your office (see attached) to support him in his meeting with the above-named senior officials.

25X1

3. ☐ It is requested that you forward an appropriate response, if required, to the Director as outlined in paragraph 2a of reference above. Please include in your response a copy of the Director's original memorandum and highlight those portions you are answering.

25X1

4. ☐ To provide the Director with sufficient time to review your materials prior to his meetings, please have them delivered to this office by COB the night before the scheduled meetings. The Executive Secretariat will continue to consolidate the materials from the various offices for the Director as required.

25X

☐
Deputy Executive Secretary

Attachment

Distribution:

C/Action Staff/NFAC
EO/IC Staff
EO/DDO
EO/DDA

(EXECUTIVE REGISTRY FILE)

Internal Distribution: *Cabinet Pending*
Orig - ES Chrono
1 - Each as stated
① - ER

Info: Cdr. McMahon

25X1

Approved For Release 2004/05/05 : CIA-RDP80M00165A002300080008-4

CONFIDENTIAL

25X

CONFIDENTIAL

C/Action Staff/NFAC

<u>Subject</u>	<u>ER Number</u>	<u>Remarks</u>
Conversation, 18 October	77-2609	
Conversation, 25 September	77-2491	
Debrief of Meeting on 1 November	77-10016	

CONFIDENTIAL

CONFIDENTIAL

EO/IC Staff

Subject

ER Number

Remarks

Debrief of Meeting on 1 November

77-10016

CONFIDENTIAL

CONFIDENTIAL

EO/DDO

<u>Subject</u>	<u>ER Number</u>	<u>Remarks</u>
Conversation, 27 September	77-2491	
Conversation with Dr. Brzezinski, 18 October	77-9482	
Conversation with Dr. Brzezinski, 1 November	<input type="text"/>	
Debrief of Meeting on 1 November	77-10016	

25X1

CONFIDENTIAL

EO/DDA

Subject

ER Number

Remarks

Conversation with Dr. Brzezinski,
1 November

25X1